CALL TO ORDER

MEMBERS PRESENT
Angela M. Phillips, Chair
Lisa Riddle, Vice-Chair, by Telephone
Sharon Cunningham
Gary Pyott
Robert “Bob” Sibley

OTHER PERSONS PRESENT
Robyn Barineau, Executive Director, Department of Business and Professional Regulation (DBPR)
Chevonne, Christian, Assistant General Counsel, DBPR, by Telephone
Lynette Norr, Assistant Attorney General, Office of the Attorney General
Melinda Gray, Government Analyst, DBPR
Debbie Holloway, Court Reporter

OTHERS PRESENT – IN PERSON
James R. Phillips, Community Association Manager
Matthew Green, Community Association Institute
Fred Gray, Gray Systems Inc.
Rita Sibley

OTHERS PRESENT – BY TELEPHONE
John Krueger, Associa

APPROVAL OF THE MINUTES OF THE MEETING ON AUGUST 10, 2018
Mr. Gary Pyott moved to approve the meeting minutes from August 10, 2018. Ms. Cunningham seconded the motion. The motion passed unanimously.

APPROVAL OF THE MINUTES OF THE MEETING ON OCTOBER 5, 2018
Mr. Pyott moved to approve the meeting minutes from October 5, 2018. Mr. Bob Sibley seconded the motion. The motion passed unanimously.

REPORTS
PROSECUTING ATTORNEY REPORT – Chevonne Christian
Case Reports
Ms. Christian gave an overview of the Prosecuting Attorney Report that was included in the agenda and in a supplemental email. Ms. Christian informed the Council that the Department is seeing an increase in the number of complaints filed with the Department.

Ms. Christian informed the Council that Mr. Mitchell accepted another position within the Department. She also mentioned that the Office of the General Counsel is hiring three new attorneys and three new law clerks to handle CAM and Condominium cases. She also indicated that Mr. Christopher Villa will be one of the new
attorneys for the Council. Chair Phillips, on behalf of the Council, thanked Mr. Mitchell and his staff for all their hard work.

Ms. Christian provided the Council with the Office of General Counsel’s portion of the Council member training.

COUNSEL REPORT – Lynette Norr
Rules Report
There was no Rules Report to come before the Council at this time.

Pre-Licensure Education
The Council discussed pre-licensure education. It is the opinion of the Council that all providers should be teaching the same information. The Council recommended that Ms. Norr research whether or not the Council has authority to incorporate pre-licensure education requirements in their rule. The Council asked that this matter be placed on the February 2019 agenda. If the Council can expand the rule, they will consider having a public workshop at the November 2019 meeting.

Annual Regulatory Plan
Ms. Norr informed the Council that she and Ms. Barineau developed the ARP and provided a draft for the Chair’s approval. She stated that the ARP should be ratified by the Council. After discussion, Ms. Cunningham made a motion to ratify the ARP. Chair Phillips seconded the motion. The motion passed unanimously.

EXECUTIVE DIRECTOR REPORT – Robyn Barineau
Financial Report – June 30, 2018
Ms. Barineau informed the Council that as of June 30, 2018, their operating account balance was ($895k) and their unlicensed activity account balance was $197k.

Board Member Training
Ms. Norr and Ms. Barineau provided their portions of Council Member Training.

Future Meeting Dates
February 22, 2019 – Conference Call
May 17, 2019 – Conference Call
August 2, 2019 – Conference Call
November 8, 2019 – Fernandina Beach
February 28, 2020 – Conference Call
May 15, 2020 - Conference Call
August 21, 2020 - Conference Call
November 6, 2020 - St. Augustine Beach

NEW BUSINESS
There was no new business to come before the Council at this time.

OLD BUSINESS
Sexual Harassment – Bob Sibley
Mr. Sibley reiterated that he would like to have information on sexual harassment posted on the Department’s website. Ms. Barineau stated that the Department’s websites contain information specific to each profession. The Department does not post important items that are global in nature. The best place for such posting should be in an industry newsletter.

Mr. Sibley stated that he wants more continuing education coverage of sexual harassment, for example, to have a survey conducted by an association, review the outline of courses being offered by providers, and create an award for continuing education providers and post on the Department’s website.
Ms. Norr stated that she would give a presentation at the February 2019 conference call on surveys, review of continuing education rule and awards.

Chair Phillips asked Mr. Sibley if he was interested in modifying Rule 61E14-2.001, F.A.C. - Standards of Professional Conduct. Mr. Sibley indicated that he did not want to modify this rule.

Chair Phillips stated she was not interested in modifying the rule. Ms. Cunningham and Mr. Pyott stated that this maybe a matter for the continuing education rule.

**ADJOURNMENT**
There being no further business to come before the Council, Mr. Pyott made a motion to adjourn. Ms. Cunningham seconded the motion. The motion passed unanimously, with the meeting adjourning at 12:29 p.m.